

MINUTES

UTAH LANDSCAPE ARCHITECT LICENSING BOARD MEETING

September 9, 2004

**Room 4B – 4th Floor – 9:00 A.M.
Heber Wells Building**

CONVENED: 9:05 A.M.

ADJOURNED: 11:10 A.M.

Bureau Manager:
Board Secretary:

Craig Cottle
Ann Naegelin

Board Members Present:

Randall C. Boudrero, Chairman
Gregory Cudworth
Sumner M. Swaner
Michael L. Timmons

Board Members Absent:

Grant Smith

Guests:

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

New Member Swearing In

Mr. Cudworth was sworn in as a new member of the Board.

Read and approve the April 13, 2004 minutes.

Mr. Swaner made a motion to approve the minutes as written. The board vote was unanimous.

NEW BUSINESS:

CORRESPONDENCE:

CLARB Correspondence

Correspondence from CLARB:

1. Problems with June and August administration of the Computerized LARE. Items were

discussed with no action taken.

Non-licensed Professionals

Mr. Bodrero discussed the issue with cities allowing non-licensed individuals to sign plans. The Board was advised that this should be handled by investigations. Mr. Cudworth indicated that changes have been made in West Valley City. He will forward the changes to Mr. Jones or Ms. Naegelin. The Board would like information on whether the issue has been resolved with all cities involved.

Complaints regarding examination

Mr. Timmons has received a complaint from a student regarding the examination. The review course from C2ED gave wrong information to study.

Individuals were not able to access the Board Sizing Chart for use during the exam. The person complained and received a hard copy of the chart. At the end of the exam when they tried to close the exam they were told they had not entered a score for some of the questions.

Information will be submitted to CLARB for submittal with the report for the Philadelphia meeting.

DISCUSSION ITEMS:

Education and Enforcement Fund Update

The Board reviewed the Education and Enforcement Fund balance. A motion was made to approve the financial report. The motion was seconded. Vote was unanimous.

Mr. Timmons made a motion to send one person from the Board to the Spring CLARB meeting. Mr. Swaner seconded the motion. The vote was unanimous. Mr. Timmons will attend if he does not have any conflicts. Mr. Cudworth will attend as a back up.

The Board requested information from the Division regarding Landscape Architect requirements is sent to all city and municipality building officials regarding local ordinances in conflict with Utah law.

Investigations Report

The Board would like to receive semi annual reports from investigations regarding cases opened and closed.

NEXT MEETING SCHEDULED FOR: March 10, 2005

MEETING ADJOURNED AT: 10:30 a.m.

Date Approved

Chairperson, Utah Landscape Architect Licensing
Board

Date Approved

Bureau Manager, Division of Occupational &
Professional Licensing